

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
SECRETARY OF THE SENATE
PUBLIC RECORDS

17 SEP 29 PM 2:00

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Malaria No More

Travel date(s): August 26, 2017 - September 1, 2017

Name of accompanying family member (if any): - None -

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	International Flights: \$6060 Internal Flights: \$516 Taxi Van: \$42	Lusaka: Latitude 15 - \$190 Radisson Blu - \$190 Chipata: Protea - \$95 Mfuwe: Mfuwe Lodge: \$115	Lusaka: \$40 Chipata: \$25 Mfuwe: \$50	Bottled Waters/Sodas/ Sunscreen/Snacks: \$10 (total for entire trip)

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

See post-trip itinerary, which includes this requested information.

9/29/17
(Date)

Jessica McNiece
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/29/2017
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

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Question 21: Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Sunday, August 27th

The lodging rate at Latitude 15 in Lusaka is at per diem at \$190 a night and our meals are estimated at \$50 (\$240 total per diem). We are estimated to be significantly under the maximum per diem rate of \$285 in Lusaka on Monday, August 27.

Monday, August 28th

We are \$20 over the lodging per diem rate at the Mfuwe Lodge with our price of \$115 a night.

The total cost charged by Mfuwe Lodge is \$265 a night; but this rate includes two meals and two airport transport. When broken down to account for meals and lodging, the itemized costs include: \$50 for meals (\$25 for dinner on 8/28/17 and \$25 for breakfast on 8/29/17) and \$100 in airport transfers (\$50 each way), leaving the actual lodging per diem rate at \$115. Our meals on Monday, August 28th are estimated to be \$50.

Therefore, our total per diem on Monday, August 28, will be \$165, which is \$10 below the maximum per diem rate of \$175.

Tuesday, August 29th

Protea Hotel Chipata is \$95 a night for lodging which is equal to the max government lodging per diem. Our meals on Tuesday, August 29th are projected to be \$50, making our total per diem \$145, which is below the maximum per diem of \$175.

Wednesday, August 30th

The rate at the Raddison Blu is \$190, which is the maximum government lodging rate. Our meals on Wednesday, August 30th are projected to be \$50, making our total per diem \$240, which is below the maximum per diem of \$285.

Government Per Diem Rates for Zambia:

Source:

https://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1250

Country Name	Post Name	Season Begin	Season End	Maximum Lodging Rate	M & IE Rate	Maximum Per Diem Rate	Footnote	Effective Date
ZAMBIA	Livingstone	01/01	12/31	236	103	339	N/A	03/01/2011
ZAMBIA	Lusaka	01/01	12/31	190	95	285	N/A	03/01/2011
ZAMBIA	Other	01/01	12/31	95	80	175	N/A	03/01/2011

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Malaria No More's Congressional Staff Delegation
Zambia
August 26-September 1, 2017

- Idongesit Essiet-Gibson (Idong)
Deputy Associate Director for Health Information and Epidemiology
CDC
yli8@cdc.gov
Cell: +260 966 235 623

USAID Headquarters

- Chris Thomas
Senior Communications Advisor
PMI/USAID
chthomas@usaid.gov
cell: +1 571 451 5921

Friday, August 25		
9:00pm	Oumou Ly to depart San Francisco (SFO) United flight 697	
Saturday, August 26		
5:10am	Oumuo Ly arrives at Washington Dulles (IAD)	
9:00am	Check in at Washington Dulles (IAD)	
11:00am	All staff depart Washington Dulles on Ethiopian Airlines, flight 501 for Addis Ababa, Ethiopia	Please prepare for the trip by reviewing the extensive briefing packet on the plane provided to you by MNM
Sunday, August 27		
7:15am	Arrive in Addis Ababa, Ethiopia	<i>Plane change</i>
9:25am	Depart Addis Ababa on Ethiopian Airlines flight 873 for Harare, Zimbabwe	
12:25pm	Arrive Harare, Zimbabwe	<i>No plane change</i>
1:40pm	Depart Harare on Ethiopian Airlines flight 873 for Lusaka, Zambia	

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		<i>Vehicle plate # 2 CD 115 Z</i>
8:30am – 9:30am	Meet with the Minister of Health, Mr. Chitalu Chilufya, and the Permanent Secretary for Health, Mr. Jabbin Mulwanda <i>High level discussion of Zambia's commitment to malaria elimination and broader health goals.</i>	POC: Ms. Melanie Luick-Martins, USAID Health Team Director Ndeke House Haile Selassie Ave Lusaka, Zambia
9:30am	Depart for National Malaria Elimination Center (NMEC)	
10:00am – 11:00am	Meet with Dr. Elizabeth Chizema, Director of the National Malaria Elimination Center <i>Discussion with the NMEC on the new elimination strategy, successes in malaria control, and reduced malaria-related mortality, and upcoming challenges.</i>	POC: Ms. Melanie Luick-Martins, USAID Health Team Director Chainama Hospital College Grounds Lusaka, Zambia
11:00am – 12:00pm	Tour NMEC laboratory and insectary <i>Meet with NMEC staff to discuss specific elimination efforts and updates in Zambia.</i>	POC: Dr. Peter Mumba Chief of Party – PMI/AIRS cell: +260 975 445 227
12:00pm – 12:30pm	Lunch on the go	<i>Lunch will be pre-ordered and provided by Latitude 15</i>
12:30pm – 2:00pm	Tour Levy Hospital and view eLMIS (electronic commodity tracking system) <i>Visit large general hospital see children's ward and view how electronic logistics management information system is used to place orders for medical commodities.</i>	POC: Ms. Wendy Nicodemus, Country Director, AIDSFREE PROJECT/JSI cell: +260 966 576154 and Mr. Rabson Zyambo, Senior Supply Chain Advisor, USAID Phone: +260 969 341 063 Great East Road Lusaka, Zambia

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2:00pm	Depart for airport	
4:00pm	Depart Lusaka, Zambia on Proflight 808 for Mfuwe	
5:10pm	Arrive Mfuwe, Zambia	<i>Transportation from the airport to the lodge by Mfuwe Lodge</i>
6:00pm	Check into lodge	Mfuwe Lodge http://www.bushcampcompany.com/contact.php Cell Phone: +260 (0)978770055 Mfuwe Lodge: +260 (0)216246041
7:30pm-9:00pm	Working dinner @ Mfuwe Lodge <i>Overview of PMI's ongoing efforts in Zambia</i>	Briefing w/ Dr. Carrie Nielsen, PMI Resident Advisor
Tuesday, August 29		
8:00am – 9:00am	Breakfast @ Mfuwe Lodge <i>Suggested attire is comfortable business casual w/ long layers</i>	<i>We are checking out, please bring bags down with you to breakfast.</i>
9:00am – 11:00am	Depart for Chipata, Zambia	Briefing on bus w/ Dr. Carrie Nielsen, PMI Resident Advisor <i>Transportation for the day has been secured by the Embassy</i> <i>Driver information: Chrispine Moono - Vehicle plate# 2CD147 Bus - Mobile # +260 969-435553</i>
11:00am – 12:00pm	Meeting with Eastern Provincial Health Director, Katete District Health Director, and Mambwe District Health Director	POC: Mr. Morgan Sakala Provincial Coordinator-PMI/PAMO Cell: +260 977 878 101 and Mr. Chris Thomas – PMI/USAID Senior Communications Advisor

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	<i>Discuss how province is implementing activities to support Government of Zambia (GRZ) malaria control/elimination agenda and site visits to facilities and communities implementing malaria prevention and control and/or Saving Mothers Giving Life (SMGL) initiative activities.</i>	
	Lunch to go	<i>Lunch will be pre-ordered and provided by Mfuwe Lodge</i>
12:00pm – 2:00pm	Depart for Katete, Zambia	Briefing on bus w/ Dr. Carrie Nielsen PMI Resident Advisor
2:00pm – 4:30pm	Visit Kafumbwe Rural Health Centre, Mirriam Chisamba, and community health workers <i>The delegation will observe children's clinic, pre-natal and ante-natal clinic. Health workers and health volunteers attending to patients, health education on malaria, and malaria diagnosis.</i>	POC: Mr. Morgan Sakala Provincial Coordinator-PMI/PAMO
4:30pm – 6:30pm	Return to Chipata	
6:30pm	Check into Hotel	Protea Chipata http://www.marriott.com/hotels/travel/cip-br-protea-hotel-chipata/ Plot 3126, Great E Rd, Chipata 10101, Zambia Phone: +260 21 6222905
7:00pm – 9:00pm	Dinner at Protea with Peace Corps Volunteers in Eastern Province <i>Suggested attire is casual</i>	Peace Corps Participants: Ms. Simone Faas, Linking Income Food and Environment Volunteer Mr. William Wysong, Linking Income Food and Environment Volunteer Ms. Naomi Docilait, Saving Mothers Giving Life Response Volunteer

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Wednesday, August 30		
7:30am – 8:30am	Breakfast @ Protea <i>Suggested attire is comfortable business casual w/ long layers</i>	<i>We are checking out, please bring bags down with you to breakfast.</i>
8:45am – 10:30am	Depart hotel for Masumba	Briefing on bus w/ Ms. Melanie Luick-Martins, USAID Health Team Director and Dr. Idong Essiet-Gibson Deputy Associate Director for Health Information and Epidemiology, CDC <i>Transportation for the day has been secured by the Embassy</i> <i>Driver information: Chrispine Moono -Vehicle # 2CD147 Bus - Mobile # +260 969-435553</i>
10:30am – 11:45am	Visit Masumba rural community to observe community education/outreach on the upcoming ITN mass distribution campaign <i>Observe training of communities preparing for upcoming long-lasting insecticide-treated bednet mass campaign including a community education component.</i>	POC: Mr. Morgan Sakala Provincial Coordinator-PMI/PAMO and Mr. Chris Thomas – PMI/USAID Senior Communications Advisor
11:45am – 12:00pm	Travel to Masumba Rural Health Centre	Briefing on bus w/ Ms. Melanie Luick-Martins, USAID Health Team Director, and Dr. Idong Essiet-Gibson, Deputy Associate Director for Health Information and Epidemiology, CDC
12:00pm – 1:00pm	Masumba Rural Health Centre	POC: Ms. Melanie Luick Martins, USAID Health Team Director

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	<i>Interact with women and providers at the clinic. Observe the integrated package of services offered at the clinic. Interaction with newly trained SMGL members.</i>	
1:00pm – 1:15pm	Travel to Kamato Mission Hospital	Briefing on bus w/ Ms. Melanie Luick-Martins, USAID Health Team Director Also available for questions on the bus: Dr. Idong Essiet-Gibson, Deputy Associate Director for Health Information and Epidemiology - CDC, Dr. Carrie Neilsen, PMI Resident Advisor and Mr. Chris Thomas, USAID Senior Communications Advisor
1:15pm – 2:15pm	Visit Kamato Mission Hospital <i>View newly built maternity annex and observe SMGL activities</i>	POC: Mr. Dawson Ngoma Project Coordinator, US Department of Defense/PEPFAR NgomaMD@state.gov cell: +260 966 658 145
2:15pm – 3:15pm	Executive Time/Lunch	<i>Boxed lunch will be pre-ordered and provided by Protea</i>
3:15pm – 4:00pm	Travel to Mfuwe Airport	
5:40pm	Depart Mfuwe, Proflight Zambia flight 809 for Lusaka	
6:50pm	Arrive Lusaka, Zambia	
7:15pm	Depart airport for dinner	<i>Transportation for the rest of the day has been arranged by the Embassy</i>
7:45pm-10:00pm	Dinner with Deputy Chief of Mission, Christopher Krafft Additional USG dinner participants include: <ul style="list-style-type: none"> • USAID Mission Director, Patrick Diskin • USAID Health Team Director, Melanie Luick-Martins 	The Horse Shoe Nangwenya Rd, Lusaka, Zambia +260 96 3283698

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	<ul style="list-style-type: none"> • CDC Country Director, Sundeep Gupta • CDC Deputy Director, Kristie Mikus • PMI Resident Advisor, Carrie Nielsen • USAID Senior Communications Advisor, Chris Thomas • PEPFAR Zambia Lead, Bethany Baxter <p><i>Suggested attire is business casual</i></p>	
10:15pm	Check into hotel	<p>Radisson Blu, Lusaka https://www.radissonblu.com/en/hotel-lusaka</p> <p>19029 Great East Road Private Bag E10, Box 382 Arcades, Lusaka 10101 Zambia</p> <p>Tel: +260 211 368900 Mobile: +260 211 960 280 900</p>
Thursday, August 31		
8:00am-8:45am	<p>Working breakfast @ Radisson Blu to discuss itinerary for the day and overall closing thoughts on the trip.</p> <p><i>Suggested attire is business casual</i></p>	<i>We are checking out, please bring bags down with you to breakfast.</i>
8:45am	Depart for Medical Supplies Limited (MSL)	<p>Briefing on bus w/ Ms. Melanie Luick-Martins, USAID Health Team Director</p> <p>Also available for questions on the bus: Dr. Carrie Nielsen, PMI Resident Advisor and Mr. Chris Thomas, USAID Senior Communications Advisor</p> <p><i>Transportation for the day has been arranged by the Embassy</i></p>

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		<i>Driver information: Emmanuel Ngoma Vehicle plate # 2 CD 115 Z</i>
9:30am – 10:30am	Tour MSL warehouse and discuss supply chain <i>Visit the main national-level medical supply warehouse to observe medical commodity storage, inventory, and distribution.</i>	POC: Mr. Rabson Zyambo, Senior Supply Chain Advisor, USAID
10:30am	Depart for Airport	<i>Embassy has arranged for an expeditor to meet us at the airport</i>
1:25pm	All staff except Elizabeth Henry depart Lusaka on Ethiopian Airlines flight 863 to Harare, Zimbabwe	
2:15pm	Arrive in Harare, Zimbabwe	<i>No plane change</i>
3:15pm	Depart Harare on Ethiopian flight 863 to Addis Ababa, Ethiopia	
8:05pm	Arrive in Addis Ababa	<i>Plane change</i>
10:45pm	All staff except Elizabeth Henry and Jacqueline Thomas depart Addis Ababa, Ethiopian flight 500 for Dublin, Ireland	
11:55pm	Jacqueline Thomas depart Addis Ababa on Ethiopian Airlines flight 712 to Rome, Italy	
Friday, September 1		
4:55am	Jacqueline Thomas arrives in Rome, Italy	
5:00am	Staff arrive in Dublin, Ireland	<i>No plane change</i>
5:45am	Depart Dublin, Ethiopian flight 500 to Washington Dulles	
8:40am	Arrive at Washington Dulles	
12:20pm	Samantha Helton departs Washington on Delta flight 1160 to Atlanta (ATL)	
2:08pm	Samantha Helton arrives in Atlanta	
3:06pm	Samantha Helton departs ATL on Delta flight 1293 for New Orleans (MSY)	

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3:30pm	Elizabeth Henry departs Lusaka on Ethiopian flight 873	
3:38pm	Samantha Helton arrives in New Orleans	
8:30pm	Elizabeth Henry arrive in Addis Ababa, Ethiopia	<i>Plane change</i>
10:40pm	Elizabeth Henry departs Addis Ababa on Ethiopian flight 500 to Dublin, Ireland	
Saturday, September 2		
5:00am	Elizabeth Henry arrives in Dublin	<i>No plane change</i>
5:45am	Elizabeth Henry departs Dublin on Ethiopian flight 500 to Washington Dulles	
8:40am	Elizabeth Henry arrives in Washington Dulles	

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

USE ONLY IF YOU CHECKED QUESTION 5(B)
I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

- OR -

- ☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

USE ONLY IF YOU CHECKED QUESTION (E)
If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

MNM is sole sponsor responsible and paying for 100% of this trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

MNM is a 501C(3) organization committed to ending deaths from malaria. The purpose of this trip is

to demonstrate how USG is playing the leading role to help end deaths by this disease.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

MNM's first congressional trip took place in November 2012 to Tanzania. In August 2014, MNM took staff

to Senegal and Switzerland. In 2015, MNM took staff to Thailand and Myanmar and in 2016 went to

Thailand and Cambodia. In May 2017, MNM took Senate staff to Haiti.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

MNM hosts briefings on malaria and wider health issues on Capitol Hill quarterly.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	Flights: international flight \$6060 In country flights: \$466 Taxi/vans:\$130	Hotels in Lusaka: \$190 - Latitude 15 \$190 - Radisson Blu Mfuwe: \$115 Chipata: \$95	\$50 in Lusaka \$50 in Chipata and \$50 Mfuwe	

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves meetings that are arranged with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Between 2000 and 2015, malaria deaths have declined by 65% due to USG investments and the commitment of the Zambian government. Staff will see first hand the impact of USG funds.

19. Name and location of hotel or other lodging facility:

Lusaka: Radisson Blu: 19029 Great East; Latitude 15: 35F Leopards Lane, Lusaka;

Mfuwe: Mfuwe Lodge; Chipata: Plot 3126 Great East Road, Chipata 10101

20. Reason(s) for selecting hotel or other lodging facility:

Latitude 15 and Raddison Blue were recommended by Embassy due to location and safety.

Hotels in Chipata and Mfuwe were also recommended by Embassy for safety and due to proximity to site visits in the field.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

See attached

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

The international tickets are in business due to the time and length of travel (nearly 24 hours). Flights in Zambia are in economy.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: John Blum

Name and Title: Joshua Blumenfeld, Managing Director of Global Policy and Advocacy

Name of Organization: Malaria No More Fund

Address: 1301 Connecticut Avenue, NW, Suite 502, Washington DC, 20036

Telephone Number: 202-412-7709

Fax Number:

E-mail Address: jblumenfeld@malariaanomore.org